



LEROY D. BACA, SHERIFF

**County of Los Angeles**  
**Sheriff's Department Headquarters**  
4700 Ramona Boulevard  
Monterey Park, California 91754-2169



June 19, 2007

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
Los Angeles, California 90012

Dear Supervisors:

**ACCEPT A GRANT AWARD FROM THE STATE OF CALIFORNIA  
DEPARTMENT OF CORRECTIONS AND REHABILITATION AND  
APPROVE AN APPROPRIATION ADJUSTMENT  
(ALL DISTRICTS) (4 VOTES)**

**IT IS RECOMMENDED THAT YOUR BOARD:**

1. Authorize the Sheriff, as an agent for the County, to sign and accept a grant award in the amount of \$100,000 from the California Department of Corrections and Rehabilitation (CDCR) under the Intergovernmental Partnerships (IGP) Grant Program.
2. Adopt and sign the attached Resolution (Attachment I) authorizing the Sheriff, or his designee, on behalf of the County of Los Angeles, to sign, execute, and submit all documents including applications, agreements, amendments, and payment requests which may be necessary for completion of the project.
3. Approve an appropriation adjustment to increase the Sheriff's Department's Custody Budget Unit's Services & Supplies in the amount of \$100,000, for Fiscal Year 2006-07, to be offset by grant funding (Attachment II).

**PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

The CDCR has allocated grant funds to the Los Angeles County Sheriff's Department (Department) for the Los Angeles County Partnership Planning (LACPP) Grant Program project. This letter serves to request authorization to accept grant funds over a 17-month period, beginning February 1, 2007, and ending June 30, 2008. The State of California has one of the highest parole violator return-to-prison rates in the nation.

*A Tradition of Service*

The increase of population caused by this high recidivism rate places a practical strain on the CDCR's prison infrastructure, as well as the Los Angeles County jail system. The State prison system and the County jail system both face serious bed shortages primarily due to those large numbers returning to prison. The CDCR has established the IGP Grant Program to encourage local governments to establish partnerships with community-based organizations in the design and delivery of innovative prisoner re-entry programming.

The Los Angeles Re-entry Advisory Board (LARAB) is headed by the Department's Community Transition Unit and consists of representatives from community service providers, law enforcement, parole, probation, local government, and patrons of effective re-entry programs. Recently, LARAB expanded its focus to include dialogue on collaboration of interested members and key stakeholders that deal with prisoner re-entry.

Program funds will allow the Department to hire a consultant who will provide recommendations for a strategic plan to LARAB. The consultant will facilitate creation of a plan which identifies and addresses the risks and needs of felony offenders released from a custodial environment, with the intent of reducing the risk of re-offending and increasing public safety.

#### Implementation of Strategic Plan Goals

The major goal of this program is to develop a strategic plan to support effective collaboration in the design and delivery of innovative offender re-entry programming, which will reduce recidivism and increase public safety. Specifically, this program satisfies County's Strategic Plan Goal 6, Community Services.

#### **FISCAL IMPACT/FINANCING**

The appropriation adjustment to increase the Department's Custody Budget Unit's Services & Supplies in the amount of \$100,000, for Fiscal Year 2006-07, will be fully offset by grant funds. This project will have no other fiscal impact.

#### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

This Board letter and the attached resolution has been reviewed and approved as to form by County Counsel.

The Honorable Board of Supervisors  
June 19, 2007  
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### **CONTRACTING PROCESS**

The Department will select a consultant according to required County procurement policy and procedures.

### **IMPACT ON CURRENT SERVICES**

IGP grant funds will be used to hire a consultant who will develop a strategic plan for the LARAB. The Department will make an in-kind contribution of staff time to support planning activities implemented by the consultant that will enhance the Advisory Board's ability to establish and operate expanded services to offenders re-integrating back into their communities. The District Attorney, the Public Defender's Office, and the Alternate Public Defender's Office have determined that this planning grant will have no impact upon their current services.

### **CONCLUSION**

Upon Board approval, the Department requests that your Board provide four (4) individually adopted copies of this action and two (2) originally executed copies of the Resolution to the Department. The Department's contact for the requested Board action is Pete Zavala, Grants Manager, at (323) 526-5115 or Deryl Trotter, Grants Coordinator, at (323) 526-5153.

Sincerely,

A handwritten signature in cursive script that reads "Leroy D. Baca".

LEROY D. BACA  
SHERIFF

## **Governing Board Resolution**

### **BOARD OF SUPERVISORS OF THE COUNTY OF LOS ANGELES STATE OF CALIFORNIA**

WHEREAS, the County of Los Angeles is seeking state funds available through the Intergovernmental Partnerships (IGP) grant program administered by the California Department of Corrections and Rehabilitation (hereafter referred to as CDCR), be it resolved that the Board of Supervisors:

Authorizes the Sheriff to accept grant funding for the IGP grant program on behalf of the County of Los Angeles and to sign the Grant Agreement with the CDCR, including any amendments thereof, on behalf of the County of Los Angeles;

Assures that the County of Los Angeles will not use grant funds to supplant expenditures controlled by this body; and

Assures that the County of Los Angeles will abide by the statutes governing the IGP grant program as well as the terms and conditions of the Grant Agreement as set forth by the CDCR.

**RESOLUTION TO APPROVE PARTICIPATION IN THE  
INTERGOVERNMENTAL PARTNERSHIPS GRANT PROGRAM**

**I DO HEREBY CERTIFY** that at a regular meeting of the Board of Supervisors of the County of Los Angeles on the \_\_\_\_\_ day of \_\_\_\_\_, 2007, the foregoing Resolution was adopted.

**IN WITNESS WHEREOF** I have hereunto set my hand and affixed the seal of the Board of Supervisors of the County of Los Angeles this \_\_\_\_\_ day of \_\_\_\_\_, 2007.

Vote:

Ayes:

Nays:

Absent

County of Los Angeles

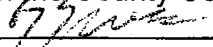
By: \_\_\_\_\_  
Board of Supervisors

Attest: Sachi A. Hamai  
Executive Officer  
Clerk of the Board of Supervisors

By: \_\_\_\_\_  
Deputy

**APPROVED AS TO FORM:**

Office of the County Counsel

By:   
Gary Gross, Principal Deputy County Counsel

COUNTY OF LOS ANGELES  
REQUEST FOR APPROPRIATION ADJUSTMENT

DEPARTMENT OF SHERIFF

DEPT'S. No. 770

MAY 21, 19 2007

AUDITOR-CONTROLLER.

THE FOLLOWING APPROPRIATION ADJUSTMENT IS DEEMED NECESSARY BY THIS DEPARTMENT. WILL YOU PLEASE REPORT AS TO ACCOUNTING AND AVAILABLE BALANCES AND FORWARD TO THE CHIEF ADMINISTRATIVE OFFICER FOR HIS RECOMMENDATION OR ACTION.

ADJUSTMENT REQUESTED AND REASONS THEREFOR

(4 VOTES)  
FISCAL YEAR 2006/2007.

SOURCES

SHERIFF'S DEPARTMENT - CUSTODY  
A01 - SH - 88 - 8810 - 15681 - 15685  
STATE - SPECIAL GRANTS \$100,000  
INCREASE REVENUE

USES

SHERIFF'S DEPARTMENT - CUSTODY  
A01 - SH - 2000 - 15681 - 15685  
SERVICES & SUPPLIES \$100,000  
INCREASE APPROPRIATION

JUSTIFICATION: FUNDS WILL ALLOW THE SHERIFF'S DEPARTMENT TO PAY FOR CONSULTANT SERVICES FOR THE LOS ANGELES COUNTY PARTNERSHIP PLANNING (LACCP) GRANT OFFSET BY FUNDS FROM THE CALIFORNIA DEPARTMENT OF CORRECTIONS AND REHABILITATION (CDCR).

  
CONRAD MEREDITH, DIRECTOR, FINANCIAL PROGRAM

CHIEF ADMINISTRATIVE OFFICER'S REPORT

REFERRED TO THE CHIEF  
ADMINISTRATIVE OFFICER FOR

ACTION

APPROVED AS REQUESTED

AS REVISED

RECOMMENDATION

AUDITOR-CONTROLLER

BY

APPROVED (AS REVISED):  
BOARD OF SUPERVISORS

19

No. 265

144729 2007 18

BY


DEPUTY COUNTY CLERK

SEND 5 COPIES TO THE AUDITOR-CONTROLLER

CCC-307

**CERTIFICATION**

I, the official named below, **CERTIFY UNDER PENALTY OF PERJURY** that I am duly authorized to legally bind the prospective Contractor to the clause(s) listed below. This certification is made under the laws of the State of California.

<i>Contractor/Bidder Firm Name (Printed)</i> Los Angeles County Sheriff's Department		<i>Federal ID Number</i> 95-6000927
<i>By (Authorized Signature)</i> 		
<i>Printed Name and Title of Person Signing</i> Leroy D. Baca, Sheriff		
<i>Date Executed</i> 06/06/07	<i>Executed in the County of</i> Los Angeles	

**CONTRACTOR CERTIFICATION CLAUSES**

1. **STATEMENT OF COMPLIANCE:** Contractor has, unless exempted, complied with the nondiscrimination program requirements. (Gov. Code §12990 (a-f) and CCR, Title 2, Section 8103) (Not applicable to public entities.)

2. **DRUG-FREE WORKPLACE REQUIREMENTS:** Contractor will comply with the requirements of the Drug-Free Workplace Act of 1990 and will provide a drug-free workplace by taking the following actions:

- a. Publish a statement notifying employees that unlawful manufacture, distribution, dispensation, possession or use of a controlled substance is prohibited and specifying actions to be taken against employees for violations.
- b. Establish a Drug-Free Awareness Program to inform employees about:
  - 1) the dangers of drug abuse in the workplace;
  - 2) the person's or organization's policy of maintaining a drug-free workplace;
  - 3) any available counseling, rehabilitation and employee assistance programs; and,
  - 4) penalties that may be imposed upon employees for drug abuse violations.
- c. Every employee who works on the proposed Agreement will:
  - 1) receive a copy of the company's drug-free workplace policy statement; and,
  - 2) agree to abide by the terms of the company's statement as a condition of employment on the Agreement.

Failure to comply with these requirements may result in suspension of payments under the Agreement or termination of the Agreement or both and Contractor may be ineligible for award of any future State agreements if the department determines that any of the following has occurred: the Contractor has made false certification, or violated the

certification by failing to carry out the requirements as noted above. (Gov. Code §8350 et seq.)

**3. NATIONAL LABOR RELATIONS BOARD CERTIFICATION:** Contractor certifies that no more than one (1) final unappealable finding of contempt of court by a Federal court has been issued against Contractor within the immediately preceding two-year period because of Contractor's failure to comply with an order of a Federal court, which orders Contractor to comply with an order of the National Labor Relations Board. (Pub. Contract Code §10296) (Not applicable to public entities.)

**4. CONTRACTS FOR LEGAL SERVICES \$50,000 OR MORE- PRO BONO REQUIREMENT:** Contractor hereby certifies that contractor will comply with the requirements of Section 6072 of the Business and Professions Code, effective January 1, 2003.

Contractor agrees to make a good faith effort to provide a minimum number of hours of pro bono legal services during each year of the contract equal to the lessor of 30 multiplied by the number of full time attorneys in the firm's offices in the State, with the number of hours prorated on an actual day basis for any contract period of less than a full year or 10% of its contract with the State.

Failure to make a good faith effort may be cause for non-renewal of a state contract for legal services, and may be taken into account when determining the award of future contracts with the State for legal services.

**5. EXPATRIATE CORPORATIONS:** Contractor hereby declares that it is not an expatriate corporation or subsidiary of an expatriate corporation within the meaning of Public Contract Code Section 10286 and 10286.1, and is eligible to contract with the State of California.

**6. SWEATFREE CODE OF CONDUCT:**

a. All Contractors contracting for the procurement or laundering of apparel, garments or corresponding accessories, or the procurement of equipment, materials, or supplies, other than procurement related to a public works contract, declare under penalty of perjury that no apparel, garments or corresponding accessories, equipment, materials, or supplies furnished to the state pursuant to the contract have been laundered or produced in whole or in part by sweatshop labor, forced labor, convict labor, indentured labor under penal sanction, abusive forms of child labor or exploitation of children in sweatshop labor, or with the benefit of sweatshop labor, forced labor, convict labor, indentured labor under penal sanction, abusive forms of child labor or exploitation of children in sweatshop labor. The contractor further declares under penalty of perjury that they adhere to the Sweatfree Code of Conduct as set forth on the California Department of Industrial Relations website located at [www.dir.ca.gov](http://www.dir.ca.gov), and Public Contract Code Section 6108.

b. The contractor agrees to cooperate fully in providing reasonable access to the contractor's records, documents, agents or employees, or premises if reasonably required by authorized officials of the contracting agency, the Department of Industrial Relations,



or the Department of Justice to determine the contractor's compliance with the requirements under paragraph (a).

7. DOMESTIC PARTNERS: For contracts over \$100,000 executed or amended after January 1, 2007, the contractor certifies that contractor is in compliance with Public Contract Code section 10295.3.

### **DOING BUSINESS WITH THE STATE OF CALIFORNIA**

The following laws apply to persons or entities doing business with the State of California.

1. CONFLICT OF INTEREST: Contractor needs to be aware of the following provisions regarding current or former state employees. If Contractor has any questions on the status of any person rendering services or involved with the Agreement, the awarding agency must be contacted immediately for clarification.

Current State Employees (Pub. Contract Code §10410):

1). No officer or employee shall engage in any employment, activity or enterprise from which the officer or employee receives compensation or has a financial interest and which is sponsored or funded by any state agency, unless the employment, activity or enterprise is required as a condition of regular state employment.

2). No officer or employee shall contract on his or her own behalf as an independent contractor with any state agency to provide goods or services.

Former State Employees (Pub. Contract Code §10411):

1). For the two-year period from the date he or she left state employment, no former state officer or employee may enter into a contract in which he or she engaged in any of the negotiations, transactions, planning, arrangements or any part of the decision-making process relevant to the contract while employed in any capacity by any state agency.

2). For the twelve-month period from the date he or she left state employment, no former state officer or employee may enter into a contract with any state agency if he or she was employed by that state agency in a policy-making position in the same general subject area as the proposed contract within the 12-month period prior to his or her leaving state service.

If Contractor violates any provisions of above paragraphs, such action by Contractor shall render this Agreement void. (Pub. Contract Code §10420)

Members of boards and commissions are exempt from this section if they do not receive payment other than payment of each meeting of the board or commission, payment for preparatory time and payment for per diem. (Pub. Contract Code §10430 (e))

2. LABOR CODE/WORKERS' COMPENSATION: Contractor needs to be aware of the provisions which require every employer to be insured against liability for Worker's Compensation or to undertake self-insurance in accordance with the provisions, and Contractor affirms to comply with such provisions before commencing the performance of the work of this Agreement. (Labor Code Section 3700)

3. AMERICANS WITH DISABILITIES ACT: Contractor assures the State that it complies with the Americans with Disabilities Act (ADA) of 1990, which prohibits discrimination on the basis of disability, as well as all applicable regulations and guidelines issued pursuant to the ADA. (42 U.S.C. 12101 et seq.)

4. CONTRACTOR NAME CHANGE: An amendment is required to change the Contractor's name as listed on this Agreement. Upon receipt of legal documentation of the name change the State will process the amendment. Payment of invoices presented with a new name cannot be paid prior to approval of said amendment.

5. CORPORATE QUALIFICATIONS TO DO BUSINESS IN CALIFORNIA:

a. When agreements are to be performed in the state by corporations, the contracting agencies will be verifying that the contractor is currently qualified to do business in California in order to ensure that all obligations due to the state are fulfilled.

b. "Doing business" is defined in R&TC Section 23101 as actively engaging in any transaction for the purpose of financial or pecuniary gain or profit. Although there are some statutory exceptions to taxation, rarely will a corporate contractor performing within the state not be subject to the franchise tax.

c. Both domestic and foreign corporations (those incorporated outside of California) must be in good standing in order to be qualified to do business in California. Agencies will determine whether a corporation is in good standing by calling the Office of the Secretary of State.

6. RESOLUTION: A county, city, district, or other local public body must provide the State with a copy of a resolution, order, motion, or ordinance of the local governing body which by law has authority to enter into an agreement, authorizing execution of the agreement.

7. AIR OR WATER POLLUTION VIOLATION: Under the State laws, the Contractor shall not be: (1) in violation of any order or resolution not subject to review promulgated by the State Air Resources Board or an air pollution control district; (2) subject to cease and desist order not subject to review issued pursuant to Section 13301 of the Water Code for violation of waste discharge requirements or discharge prohibitions; or (3) finally determined to be in violation of provisions of federal law relating to air or water pollution.

8. PAYEE DATA RECORD FORM STD. 204: This form must be completed by all contractors that are not another state agency or other governmental entity.

## SUBCONTRACTOR/CONSULTANT LIST

THIS FORM MUST BE COMPLETED AND RETURNED TO THE CALIFORNIA DEPARTMENT OF CORRECTIONS AND REHABILITATION, OFFICE OF BUSINESS SERVICES, P.O. BOX 942883, SACRAMENTO, CA 94283-0001.

☐ I will NOT use any subcontractors or consultants in the performance of this Agreement.

The following information **MUST** be provided for **ALL** subcontractors or consultants used by the contractor to perform any labor or render any services under this Agreement. In addition, if known, please indicate whether the subcontractor/consultant is a Small or Micro business or Disabled Veteran Business Enterprise (DVBE) by placing an "X" in the appropriate column and include their Department of General Services (DGS) Reference Number. If a subcontractor(s)/consultant(s) will be used, but no selection has been made, identify the service and estimate the dollar amount of services. If additional space is needed, supplementary sheets in the format below may be attached to this list.

SUBCONTRACTOR OR CONSULTANT NAME, ADDRESS AND PHONE NUMBER	SERVICES TO BE PERFORMED	DOLLAR AMOUNT OF SERVICES	CHECK IF A				DGS REFERENCE NUMBER
			SMALL BUSINESS	MICRO BUSINESS	DVBE	N/A	
NAME: STREET ADDRESS: CITY, STATE, ZIP: PHONE NUMBER:	Strategic Planning Consulting Services	\$93,750					
NAME: STREET ADDRESS: CITY, STATE, ZIP: PHONE NUMBER:							
NAME: STREET ADDRESS: CITY, STATE, ZIP: PHONE NUMBER:							
NAME: STREET ADDRESS: CITY, STATE, ZIP: PHONE NUMBER:							
NAME: STREET ADDRESS: CITY, STATE, ZIP: PHONE NUMBER:							

(OBS 4002 SUBCONTRACTOR-CONSULTANT LIST)

DISTRIBUTION:

☐ OBS File☐ Institution Procurement☐ Program: